

Department of Planning and Zoning

Zoning Improvement Permit Information

The ordinance creating the Zoning Improvement Permit (ZIPS) was adopted by the Board of County Commissioners on June 3, 2003. The provisions of the code can be found under Section 33-8.1 of the Code of Miami-Dade County. The code was established to ensure that certain land uses now exempt from the Florida Building Code remain in compliance with the zoning code, Chapter 33.

The following land uses require a ZIPS. Please be advised that the Department Director has the discretion of requiring ZIPS for other land uses that are not currently listed in the code.

Category Type 0001 – Paving, drainage of existing facilities, establishing outside storage

Category Type 0002 – Farm buildings as defined under Florida Statute 823.14(3) (a) and also in accordance with definition of agricultural product as defined under Florida Statute 604.60 (a).

Category Type 0003 - Temporary buildings used for construction, either trailer or modular building

Category Type 0004 - Awnings, canopies and fabric covered framework located for residential property

Category Type 0005 – Painted wall sign

Category Type 0006 – Balloon sign

Category Type 0007 - Stick on fabric letters that are more than eight (8) inches in height

Category Type 0008 – Chickee huts constructed by Miccoussukee and Seminole Indians

Category Type 0009 – Above ground pools that contain water over 24 inches deep

Category Type 0010 – Chain link fences for residential properties and not used as a pool barrier

Category Type 0011 – Picket fences, iron bar fences and other non-wind resistant fences (ornamental iron fences combined with concrete wall or columns will require a Building 18 permit)

Category Type 0012 – Decorative pools and ponds with water less than 24 inches deep.

Category Type 0013 – Decorative garden-type fountains. This does not include portable fountains or birdbaths

Category Type 0014 – Re-surfacing, re-stripping, sealing and stripe painting of existing facilities

Obtaining a ZIPS Permit

ZIPS permits are obtained at the Miami-Dade County Herbert S. Saffir Permitting and Inspection Center located at 11805 SW 26 Street (Coral Way). Hours of operation are from 7:30 a.m. to 4:30 p.m. To obtain a ZIPS permit, the property owner or licensed contractor is required to complete the ZIPS application (green form). Once completed, the application is submitted to the permitting clerk located in the main lobby on the first floor. The following documents and information will be required with a ZIPS application:

- Two copies of site plan or survey that depict the location of the new construction or installation. Existing buildings, fences and walls must also be shown on the site plan. Site plan does not have to be certified by an architect, but it must be drawn to scale.
- Setbacks and spacing between buildings and other residences (if required) need to be noted on the site plan.
- Notate the square footage and height of the new use.
- Farm buildings that are constructed of concrete block and farm buildings that are 300 square feet or greater will require a flood legend or flood elevation certificate.
- Site plans for farm buildings will need to show location of septic tank and potable well. Distance between well and septic tank needs to be shown, 100 feet is required.

All ZIPS applications will be reviewed by Zoning. DERM will review agricultural building made of concrete block and any farm building that are 300 square feet or greater. FIRE will review any storage building and Public Works will review work done on parking lots.

Nonresidential Farm Buildings

Nonresidential farm buildings located on a **farm** are exempt from the Florida Building Code, and any county or municipality building code. However, they are not exempt from local zoning codes. Nonresidential farm building means any building or structure located on a farm that is not used as a residential building. Please review definition of farm to see if proposed use qualifies for a ZIPS permit.

Farm as defined by Florida Statute 823.14 (3) (a) means the land, buildings support facilities, machinery, and other appurtenances used in the production of farm or aquaculture products.

Farm product means any plant, as defined in Statute 581.011, or animal useful to humans and includes, but is not limited to any product derived there from.

Please be aware that when a parcel of land is zoned AU, Agricultural, it does not mean that all buildings and structures qualify for a ZIPS permit. If the use of the structure is not supported of the farm product produced on the farm then the building or structure is not exempt from the Florida Building Code. For example, if an owner has an avocado grove and on this land the owner wants to build a stable for horses that are used for recreational or private use, the stable would not be exempt and would require a Building 01 category.

If the building or structure is used in the production of the farm or aquaculture product, a ZIPS permit will be required. As stated previously, the applicant will need two copies of a site plan or survey. Again, the site plan does not have to be certified by an architect or engineer, but it must be drawn to scale. The site plans needs to include:

- Lot dimensions
- Setbacks from front, rear, interior and side street property lines
(if building barn to house livestock, the distance of the barn to the nearest residence from property under different ownership must be noted)
- Identify all buildings and uses and the types of animals being maintained
- Show location of septic tank and potable water well and notate the distance from each other.
- A flood legend or elevation certificate will be required for buildings 300 square feet or greater and for any building constructed of concrete block. This is a DERM requirement.

Reviews will be by Zoning and DERM. Additionally, a FIRE review will be required for storage buildings or office buildings.

For more information regarding the ZIPS permit, please contact (786) 315-2650, 315-2666 or 315-2660.